



## BERKELEY TOWN COUNCIL

Town Hall  
Salter Street  
Berkeley, Glos.  
GL13 9DB,  
Tel/Fax: 01453 511964  
Email:  
[clerk@berkeley-tc.gov.uk](mailto:clerk@berkeley-tc.gov.uk)

PLEASE ADDRESS ALL CORRESPONDENCE TO:  
**THE TOWN CLERK**

*Berkeley Town Council  
Meeting held on  
Monday 18<sup>th</sup> November 2019 in the  
Town Hall, Berkeley at  
7.00 p.m.*

### MINUTES

**Present:**

Councillor P Stevenson (Chairman)  
Councillor K Palmer  
Councillor T Tucker  
Councillor R Pinnell  
Councillor J Sealey  
Councillor R Heaven  
Councillor Q Somerset

J Hopkins (Clerk)

1.	<p><b>Public Discussion - 30 minutes</b></p> <p>Stroud District Councillor Gordon Craig and Gloucestershire County Councillor Brian Tipper shared information with Berkeley Town Council.</p> <p>There were several members of the public present who shared information and concerns with the Council.</p>
2.	<p><b>Apologies and absence</b></p> <p>Councillor Harcourt gave his apologies. Councillor Hall was absent.</p>
3.	<p><b>Declarations of Interest</b></p> <p>There were no declarations of interests from Councillors relating to items on the agenda.</p>
4.	<p><b>Minutes of the last meeting</b></p> <p>Subject to the following alteration it was <b>resolved</b> to adopt the minutes of the meeting held on Monday 21<sup>st</sup> October 2019 and it was agreed that they could be signed by the Chairman.</p> <p>Item 21 paragraph 'The Clerk was instructed to ask Stroud District Council for a contribution towards the cost of purchasing new plants' to be removed.</p>
5.	<p><b>Planning Applications-New</b></p> <p>Request for screening opinion: <b>2019/0631/EIAS</b> The Local Planning Authority has received a request under Regulation 6 of the Town and Country Planning (Environment Impact Assessment) Regulations 2017</p>

	for a Screening Opinion in respect of 120 dwellings at PS33 Land West of Station Road, Berkeley. It was <b>resolved</b> , by a majority vote, to make no comment.
6.	<p><b>To receive a report on the Internal Control Check 1<sup>st</sup> April to 30<sup>th</sup> June and to confirm a date for Cllr Heaven to carry out the Internal Control Check for the period 1<sup>st</sup> July to 30<sup>th</sup> Sept</b></p> <p>The internal control check 1<sup>st</sup> April-30<sup>th</sup> June was duly noted. A date was agreed with Councillor Heaven to carry out the next one.</p>
7.	<p><b>Schedule of Payments</b></p> <p>There were no new payments.</p>
8.	<p><b>To review and amend the Financial Regulations as recommended by NALC</b></p> <p>It was <b>resolved</b> to adopt the 2019 Financial Regulations.</p>
9.	<p><b>To note CIL Neighbourhood Payment</b></p> <p>It was duly noted that Berkeley Town Council has received a CIL payment of £215.71. There is a requirement for the Council to spend this money on appropriate local infrastructure projects within 5 years of receipt and to publicly disclose all CIL receipts and expenditure on our website with an annual report.</p>
10.	<p><b>To approve the Town Improvements Committee Terms of Reference</b></p> <p>It was <b>resolved</b> to adopt the Terms of Reference.</p>
11.	<p><b>To consider a request from Berkeley Town Football club for a 'Camper Van Club' to use the field and facilities for 3 days over a weekend in May</b></p> <p>This was agreed in principle by a majority vote, subject to more information regarding dates, and event insurance being in place.</p>
12.	<p><b>To consider Berkeley Town Council looking into taking over the running of the cemetery</b></p> <p>This item was deferred.</p>
13.	<p><b>To consider an approach to anti-social behaviour at the Cemetery</b></p> <p>Councillor Stevenson and Councillor Pinnell will discuss this at the next meeting of the Burial Committee. The Council discussed using a portable security camera and Councillor Somerset will take this forward.</p>
14.	<p><b>To consider a request from the CAB for 2019/20 funding</b></p> <p>It was <b>resolved</b> to fund the CAB for 2019/20.</p>
15.	<p><b>To consider appointing a surveyor/damp proof specialist to look at the wall in the ladies/disabled toilets</b></p> <p>It was <b>resolved</b> for the Clerk to arrange this.</p>
16.	<p><b>To review Balloon Launches - Canon Park Recreational Facility</b></p> <p>In April 2019 Berkeley Town Council gave permission to Exclusive Ballooning to launch hot air balloons from the field at Canon Park Recreational Facility. One local resident has raised concerns about hot air balloons being launched from this site. The points raised were: Is there a risk assessment in place, Is the insurance policy in date, potential fire hazard and noise pollution.</p>

	Exclusive Ballooning have not replied to several requests for the above information so it was <b>resolved</b> to withdraw permission for balloon launches.
17.	<b>To consider a request from Berkeley Players for new blackout curtains in the Main Hall</b> It was <b>resolved</b> to fund new curtains.
18.	<b>To consider a quote for replacement of the Main Hall lights to LED</b> It was <b>resolved</b> to fund replacing the existing main hall lights with LED panels - more light for around a third of the power use. They will cost £55 per light, supplied and fitted.
19.	<b>To consider adopting Stroud District Council's idea for 'Happy to Chat' benches</b> It was <b>resolved</b> to fund two new benches, one on the green by the Mariners and one by the chemist. The Clerk was instructed to look into this.
20.	<b>To discuss celebrations for VE Day 75</b> The Council decided that they would like to arrange a bigger display for the 75 <sup>th</sup> Anniversary of VE Day. The Clerk was instructed to look into standing poppies and large poppies.
21.	<b>To consider moving the ANPR camera to point at the High Street</b> It was <b>resolved</b> to move the ANPR camera.
22.	<b>To consider a request from shop workers to provide a light from the Town to the car park</b> County Councillor Brian Tipper said he would look into this. Councillor Sealey said she will also discuss this with Aldridges.
23.	<b>Sharing Information</b> Councillors took this opportunity to share information.
24.	<b>Date of next meeting</b> The next meeting of Berkeley Town Council, will be held on Monday 9 <sup>th</sup> December 2019 at 7.00 p.m. in the Town Hall, Berkeley. The next meeting of Planning & Finance Committee will follow the Full Council meeting, starting at approximately 8.30pm.